



**STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
COUNCIL ON AFFORDABLE HOUSING
PETITION APPLICATION**



This application is a guideline for creating a Housing Element and Fair Share Plan. A completed version of this application must be submitted as part of your petition for substantive certification to COAH. This application will be used by COAH staff to expedite review of your petition. This application can serve as your municipality's Fair Share Plan. A brief narrative component of the Fair Share Plan should be included with this application and can serve primarily to supplement the information included in the application form. Additionally, the narrative section of the Fair Share plan would include a description of any waivers being requested.

This form reflects COAH's newly adopted procedural and substantive rules and the amendments to those rules adopted on September 22, 2008. Footnotes and links to some helpful data sources may be found at the end of each section. **To use this document electronically, use the TAB KEY to navigate from field to field. Enter data or use the Right Mouse Button to check boxes.**

MUNICIPALITY	Borough Of Englishtown	COUNTY PLANNING AREA(S)	Monmouth
COAH REGION	<u>4</u>		PA (2)
SPECIAL RESOURCE AREA(S)	_____		
PREPARER NAME	Marcia R. Shiffman	TITLE	Planning Consultant
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MUNICIPAL HOUSING LIAISON	Celia Hecht	TITLE	Municipal Housing Liaison
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Enter the date(s) that COAH granted Substantive Certification or that the Court granted a Judgment of Compliance (JOC) on the Housing Element and Fair Share Plan.

History of Approvals	<u>COAH</u>	<u>JOC</u>	<u>N/A</u>
First Round	_____	_____	<input checked="" type="checkbox"/>
Second Round	_____	<u>1/27/2003</u>	<input type="checkbox"/>
Extended Second Round	_____	_____	<input checked="" type="checkbox"/>

Does the Petition include any requests for a waiver from COAH Rules? ☐ Yes ☒ No
If Yes, Please note rule section from which waiver is sought and describe further in a narrative section: _____

FILING/PETITION DOCUMENTS (N.J.A.C. 5:96-2.2/3.2 & N.J.A.C. 5:97-2.3/3.2)

All of the following documents must be submitted in order for your petition to be considered complete. Some documents may be on file with COAH. Please denote by marking the appropriate box if a document is attached to the Housing Element and Fair Share Plan or if you are using a document on file with COAH from your previous third round submittal to support this petition. Shaded areas signify items that must be submitted anew.

Included	On File	Required Documentation/Information
<input checked="" type="checkbox"/>		Certified Planning Board Resolution adopting or amending the Housing Element & Fair Share Plan
<input checked="" type="checkbox"/>		Certified Governing Body Resolution endorsing an adopted Housing Element & Fair Share Plan and either (check appropriate box): <input checked="" type="checkbox"/> Petitioning <input type="checkbox"/> Filing <input type="checkbox"/> Re-petitioning <input type="checkbox"/> Amending Certified Plan
<input checked="" type="checkbox"/>		Service List (in the new format required by COAH)
<input checked="" type="checkbox"/>		Adopted Housing Element & Fair Share Plan narrative (including draft and/or adopted ordinances necessary to implement the Plan)
<input checked="" type="checkbox"/> <input type="checkbox"/> N/A		If applicable, Implementation Schedule(s) with detailed timetable for the creation of units and for the submittal of all information and documentation required by N.J.A.C. 5:97-3.2(a)4
<input checked="" type="checkbox"/> <input type="checkbox"/> N/A	<input type="checkbox"/>	If applicable, Litigation Docket No., OAL Docket No., Settlement Agreement and Judgment of Compliance or Court Master's Report
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Municipal Master Plan (most recently adopted; if less than three years old, the immediately preceding, adopted Master Plan)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Municipal Zoning Ordinance (most recently adopted) ¹ Date of Last Amendment: <u>10/2008</u> Date of Submission to COAH: _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Municipal Tax Maps (most up-to-date, electronic if available) Date of Last Revision: <u>11/15/2006</u> Date of Submission to COAH: _____
<input type="checkbox"/>	<input type="checkbox"/>	Other documentation pertaining to the review of the adopted Housing Element & Fair Share Plan(list): _____

FOR OFFICE USE ONLY

Date Received _____ Affidavit of Public Notice _____ Date Deemed
Complete/Incomplete _____ Reviewer's Initials _____

¹ Pursuant to N.J.S.A. N.J.S.A. 52:27D-307, as amended by PL 2008 c.46, any residential development resulting from a zoning change made to a previously non-residentially-zoned property, where the change in zoning precedes or follows the application for residential development by no more than 24 months, shall require that a percentage be reserved for occupancy by low or moderate income households.

HOUSING ELEMENT

(N.J.A.C. 5:97-2 & N.J.S.A. 40:55D-1 et seq.)

The following issues and items must be addressed in the Housing Element for completeness review. Where applicable, provide the page number(s) on which each issue and/or item is addressed within the narrative Housing Element.

1. The plan includes an inventory of the municipality's housing stock by¹:

- ☒ Age;
- ☒ Condition;
- ☒ Purchase or rental value;
- ☒ Occupancy characteristics; and
- ☒ Housing type, including the number of units affordable to low and moderate income households and substandard housing capable of being rehabilitated

☒ Yes, Page Number: 6-12 ☐ No (incomplete)

2. The plan provides an analysis of the municipality's demographic characteristics, including, but not necessarily limited to²:

- ☒ Population trends
- ☒ Household size and type
- ☒ Age characteristics
- ☒ Income level
- ☒ Employment status of **residents**

☒ Yes, Page Number: 13-17 ☐ No (incomplete)

3. The plan provides an analysis of existing and future employment characteristics of the **municipality**, including but not limited to³:

- ☒ Most recently available in-place employment by industry sectors and number of persons employed;
- ☒ Most recently available employment trends; and
- ☒ Employment outlook

☒ Yes, Page Number: 17-21 ☐ No (incomplete)

4. The plan includes a determination of the municipality's present and prospective fair share for low and moderate income housing and an analysis of how existing or proposed changes in zoning will provide adequate capacity to accommodate residential and non-residential growth projections.
AND

The analysis covers the following:

- ☒ The availability of existing and planned infrastructure;
- ☒ The anticipated demand for the types of uses permitted by zoning based on present and anticipated future demographic characteristics of the municipality;
- ☒ Anticipated land use patterns;
- ☒ Municipal economic development policies;
- ☒ Constraints on development including State and Federal regulations, land ownership patterns, presence of incompatible land uses or sites needing remediation and environmental constraints; and
- ☒ Existing or planned measures to address these constraints.

☒ Yes, Page Number: 38-40 ☐ No (incomplete)

5. The plan includes a consideration of lands that are most appropriate for construction of low and moderate income housing and of the existing structures most appropriate for conversion to, or rehabilitation for, low and moderate income housing, including a consideration of lands of developers who have expressed a commitment to provide low and moderate income housing.

☒ Yes, Page Number: 38-39 ☐ No (incomplete)

6. The plan relies on household and employment projections for the municipality as provided in Appendix F of COAH's rules (if yes check the yes box below and check no in lines 6a-8).

☐ Yes, Page Number: _____ ☒ No (go to 6a)

- 6a. The Plan relies on higher household and employment projections for the municipality as permitted under N.J.A.C. 5:97-2.3(d) (optional - see Fair Share Plan section starting on page 7 of this application).

☐ Yes (go to 7 and 8) ☒ No (go to 6b)

- 6b. The Plan relies on a request for a downward adjustment to household and employment projections for the municipality as provided in N.J.A.C. 5:97-5.6 (optional - see Fair Share Plan section starting on page 7 of this application).

☒ Yes, Page Number: 44-45 ☐ No

7. If the municipality anticipates higher household projections than provided by COAH in Appendix F, the plan projects the municipality's probable future construction of housing for fifteen years covering the period January 1, 2004 through December 31, 2018 using the following minimum information for residential development:

- ☐ Number of units for which certificates of occupancy were issued since January 1, 2004;
- ☐ Pending, approved and anticipated applications for development;
- ☐ Historical trends, of at least the past 10 years, which includes certificates of occupancy issued; and
- ☐ The worksheet for determining a higher residential growth projection provided by COAH. (Worksheets are available at www.nj.gov/dca/affiliates/coah/resources/gsworksheets.html)

☐ Yes, Page Number: _____

☐ No (incomplete)

☒ Not applicable (municipality accepts COAH's projections)

8. If the municipality anticipates higher employment projections than provided by COAH in Appendix F, the plan projects the probable future jobs based on the use groups outlined in Appendix D for fifteen years covering the period January 1, 2004 through December 31, 2018 for the municipality using the following minimum information for non-residential development:

- ☐ Square footage of new or expanded non-residential development authorized by certificates of occupancy issued since January 1, 2004;
- ☐ Square footage of pending, approved and anticipated applications for development;
- ☐ Historical trends, of at least the past 10 years, which shall include square footage authorized by certificates of occupancy issued;
- ☐ Demolition permits issued and projected for previously occupied non-residential space; and
- ☐ The worksheet for determining a higher non-residential growth projection provided by COAH.

☐ Yes, Page Number: _____

☐ No (incomplete)

☒ Not applicable (municipality accepts COAH's projections)

9. The plan addresses the municipality's :

- ☒ Rehabilitation share (from Appendix B);
- ☒ Prior round obligation (from Appendix C); and
- ☒ Projected growth share in accordance with the procedures in N.J.A.C. 5:97-2.4.

☒ Yes, Page Number: 44-45 ☐ No (incomplete)

10. If applicable, the plan includes status of the municipality's application for plan endorsement from the State Planning Commission.

☐ Yes, Page Number: _____ ☐ No (incomplete) ☒ Not Applicable

Petition date: _____ Endorsement date: _____

¹ Information available through the U.S. Census Bureau at

http://factfinder.census.gov/servlet/ACSSAFFHousing?sse=on&_submenuId=housing_0

² Information available through the U.S. Census Bureau at <http://factfinder.census.gov/home/saff/main.html>.

³ Information available through the New Jersey Department of labor at

<http://www.wnjin.net/OneStopCareerCenter/LaborMarketInformation/lmi14/index.html>

FAIR SHARE PLAN (N.J.A.C. 5:97-3)

Please provide a summary of the Fair Share Plan by filling out all requested information. Enter N/A where the information requested does not apply to the municipality. A fully completed application may serve as the actual Fair Share Plan. A brief narrative should be attached to supplement the information included in the application form. Additionally, the narrative section of the Fair Share plan would fully describe, under a separate heading, any waivers that are being requested.

Determining the 1987-2018 Fair Share Obligation

The following tables will assist you in determining your overall 1987-2018 fair share obligation. For each cycle of the affordable housing need and rehabilitation share, please use the “need” column to enter the number of units addressed in the municipal petition. Where the municipality has received and/or is proposing any adjustments to its rehabilitation share, prior round and/or growth share obligation, use the footnotes providing rule references and follow the procedures for determining the municipal need and/or for calculating any adjustments applicable to the municipality. Enter the affordable housing need as provided by COAH or that results from the adjustment under the “Need” column.

Line		<u>Need</u>
1	<input type="radio"/> Rehabilitation Share (From <u>N.J.A.C. 5:97 Appendix B</u>) OR	<u>26</u>
2	<input type="radio"/> Optional Municipally Determined Rehabilitation Share (If a municipally determined rehabilitation share is being used, attach the survey results as an exhibit to this application and indicate that it is attached as Exhibit_____.)	_____
		<u>Need</u>
3	<input type="radio"/> Prior Round (1987-1999) Affordable Housing Obligation (From <u>N.J.A.C. 5:97 Appendix C</u>)	<u>65</u>
	<input type="radio"/> Prior Round Adjustments:	
	<input type="radio"/> 20% Cap Adjustment	_____
	<input type="radio"/> 1000 Unit Cap Adjustment	_____
4	Total Prior Round Adjustments	<u>28</u>
5	Adjusted Prior Round Obligation: (Number in Appendix C minus Total Prior Round Adjustment(s))	<u>37</u>
	<input type="radio"/> Prior Round Vacant Land Adjustment (Unmet Need)	<u>29</u>
6	Realistic Development Potential(RDP) ¹	<u>8</u>

¹ RDP = Adjusted Prior Round Obligation minus Vacant Land Adjustment

Determining the Growth Share Obligation

All municipalities must complete the “COAH projections” table below. Only municipalities that anticipate higher projections or that are seeking a growth projection adjustment based on a demonstration that insufficient land capacity exists to accommodate COAH projections need complete the corresponding additional table. COAH has published three workbooks in Excel format to assist with preparing this analysis. All municipalities must complete Workbook A. Workbook B must be used when the municipality anticipates that its growth through 2018 is likely to exceed the growth through 2018 that has been projected by COAH and the municipality wants to plan accordingly. Workbook C must be used by municipalities seeking a downward adjustment to the COAH-generated growth projections based on an analysis of municipal land capacity. Workbooks may be found at the following web location:

www.nj.gov/dca/affiliates/coah/resources/gsworksheets.html.

The applicable workbook has been completed and is attach to this application as Exhibit 1.

Line ○ ***Required 2004-2018 COAH Projections and Resulting Projected Growth Share***

Household Growth (From Appendix F)	<u>90</u>	Employment Growth (From Appendix F)	<u>400</u>
Household Growth After Exclusions (From Workbook A)	<u>-79</u>	Employment Growth After Exclusions (From Workbook A)	<u>400</u>
Residential Obligation (From Workbook A)	<u>0.00</u>	Non-Residential Obligation (From Workbook A)	<u>25</u>

7 Total 2004-2018 Growth Share Obligation 25

○ ***Optional 2004-2018 Municipal Projections Resulting in Higher Projected Growth Share***

Household Growth After Exclusions (From Workbook B)	_____	Employment Growth After Exclusions (From Workbook B)	_____
Residential Obligation (From Workbook B)	_____	Non-Residential Obligation (From Workbook B)	_____

8 Total 2004-2018 Projected Growth Share Obligation _____

○ ***Optional Municipal Adjustment to 2004-2018 Projections and Resulting Lower Projected Growth Share***

Household Growth After Exclusions (From Workbook C)	<u>20</u>	Employment Growth After Exclusions (From Workbook C)	<u>111</u>
Residential Obligation (From Workbook C)	<u>4.00</u>	Non-Residential Obligation (From Workbook C)	<u>6.90</u>

9 Total 2004-2018 Growth Share Obligation 11.0

10 **Total Fair Share Obligation** (Line 1 or 2 + Line 5 or 6 + Line 7, 8 or 9) 45.00

Summary of Plan for Total 1987-2018 Fair Share Obligation

(For each mechanism, provide a description in the Fair Share Plan narrative. In the table below, specify the number of completed or proposed units associated with each mechanism.)

	<u>Completed</u>	<u>Proposed</u>	<u>Total</u>
Rehabilitation Share			<u>26</u>
<i>Less: Rehabilitation Credits</i>	<u>0</u>		<u>0</u>
Rehab Program(s)		<u>26</u>	<u>26</u>
Remaining Rehabilitation Share			<u>0</u>
Prior Round (1987-1999 New Construction) Obligation			<u>37</u>
<i>Less: Vacant Land Adjustment (If Applicable)</i> <i>(Enter unmet need as the adjustment amount. Unmet need = Prior round obligation minus RDP):</i>			
Unmet Need			<u>29</u>
RDP			<u>8</u>
Mechanisms addressing Prior Round			
Prior Cycle Credits (1980 to 1986)			
Credits without Controls			
Inclusionary Development/Redevelopment	<u>7</u>	<u>7</u>	<u>14</u>
100% Affordable Units			
Accessory Apartments			
Market-to-Affordable			
Supportive & Special Needs	<u>6</u>		<u>6</u>
Assisted Living	<u>8</u>		<u>8</u>
RCA Units previously approved			
Other			
Prior Round Bonuses	<u>6</u>	<u>3</u>	<u>9</u>
Remaining Prior Round Obligation			<u>0</u>
Third Round Projected Growth Share Obligation			<u>11</u>
<i>Less: Mechanisms addressing Growth Share</i>			
Inclusionary Zoning		<u>14</u>	<u>14</u>
Redevelopment			
100% Affordable Development			
Accessory Apartments			
Market-to-Affordable Units			
Supportive & Special Need Units			
Assisted Living: post-1986 Units	<u>2</u>		<u>2</u>
Other Credits			
Compliance Bonuses			
Smart Growth Bonuses			
Redevelopment Bonuses			
Rental Bonuses		<u>2</u>	<u>2</u>
Growth Share Total	<u>2</u>	<u>16</u>	<u>18</u>
Remaining (Obligation) or Surplus			<u>7</u>

PARAMETERS¹

<u>Prior Round 1987-1999</u>			
RCA Maximum	17	RCAs Included	0
Age-Restricted Maximum	8	Age-Restricted Units Included	8
Rental Minimum	2	Rental Units Included	30

<u>Growth Share 1999-2018</u>			
Age-Restricted Maximum	2	Age-Restricted Units Included	2
Rental Minimum	3	Rental Units Included	18
Family Minimum	6	Family Units Included	16
Very Low-Income Minimum ²	1	Very Low-Income Units Included	TBD

¹ Pursuant to the procedures in N.J.A.C. 5:97-3.10-3.12

² Pursuant to N.J.S.A. 52:27D-329.1, adopted on July 17, 2008, at least 13 percent of the housing units made available for occupancy by low-income and moderate income households must be reserved for occupancy by very low income households.

Summary of Built and Proposed Affordable Housing

Provide the information requested regarding the proposed program(s), project(s) and/or unit(s) in the Fair Share Plan. Use a separate line to specify any bonus associated with any program, project and/or unit in the Plan. As part of completeness review, all monitoring forms must be up-to-date (i.e. 2007 monitoring must have been submitted previously or included with this application) and all proposed options for addressing the affordable housing obligation must be accompanied by the applicable checklist(s) (found as appendices to this application). Enter whether a project is proposed or completed and attach the appropriate form or checklist for each mechanism as appendices to the plan. Please note that bonuses requested for the prior round must have been occupied after December 15, 1986 and after June 6, 1999 for the third round.

Please make sure that a corresponding mechanism checklist is submitted for each mechanism being employed to achieve compliance. Separate checklists for each mechanism are available on the COAH website at www.nj.gov/dca/affiliates/coah/resources/checklists.html.

Table 1. Projects and/or units addressing the Rehabilitation Share

Project/Program Name	Proposed (use Checklists) or Completed (use <u>Rehabilitation Unit Survey Form</u>)	Rental, Owner Occupied or Both	Checklist or Form Appendix Location ¹
1. <u>C o u n t y P r o g r a</u>	<u>Proposed</u>	<u>Both</u>	<u>2-3</u>
2. _____	_____	_____	_____
3. _____	_____	_____	_____

¹ If all completed units have already been reported to COAH as part of 2007 monitoring or subsequent CTM updates, there is no need to re-submit Rehabilitation Unit Survey Forms. If additional units have been completed subsequent to 2007 monitoring, the municipality may submit updated forms. If the plan relies only on completed units previously reported via 2007 monitoring, enter "on file" in this column.

Table 2. Programs, Projects and/or units addressing the Prior Round.

Project/Program Name	Mechanism or Bonus Type	Proposed (use checklists) or Completed (use Project/Unit Program Information Forms)	Units Addressing Obligation (Note with “BR” where Special Needs bedrooms apply)	Number Addressing Rental Obligation)	Number Subject to Age- Restricted Cap	Checklist or Form Appendix Location¹
1. Traditional/Oxford Crossing	<u>Inclusionary Zoning</u>	<u>Completed</u>	<u>7</u>	<u> </u>	<u> </u>	<u>4</u>
2. Elon/Dorchester Square	<u>Inclusionary Zoning</u>	<u>Proposed</u>	<u>7</u>	<u>2</u>	<u> </u>	<u>5</u>
3. Opportunity Knocks	<u>Alternative Living</u>	<u>Completed</u>	<u>6</u>	<u> </u>	<u> </u>	<u>7</u>
4. Brandywine	<u>Assisted Living</u>	<u>Completed</u>	<u>8</u>	<u> </u>	<u>8</u>	<u>9</u>
5. Elon/Dorchester Square	<u>Rental Bonus</u>	<u>Proposed</u>	<u>3</u>	<u> </u>	<u> </u>	<u>6</u>
6. Opportunity Knocks	<u>Rental Bonus</u>	<u>Completed</u>	<u>6</u>	<u> </u>	<u> </u>	<u>8</u>
7.	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
8.	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
9.	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
10.	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
11.	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
12.	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
13.	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
14.	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
15.	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Subtotal from any additional pages used				<u>0</u>		
Total units (proposed and completed)				<u>37</u>		
Total rental				<u>21</u>		
Total age-restricted				<u>8</u>		
Total very-low				<u>TBD</u>		
Total bonuses				<u>9</u>		

Please add additional sheets as necessary.

¹ If all completed units have already been reported to COAH as part of 2007 monitoring or subsequent CTM updates, there is no need to re-submit monitoring forms. If additional units have been completed subsequent to 2007 monitoring, the municipality may submit updated forms. If the plan relies only on completed units previously reported via 2007 monitoring, enter “on file” in this column.

Table 3. Programs, Projects and/or Units Addressing the Third Round.

Project Name	Mechanism or Bonus Type	Proposed (use checklist(s)) or Completed (use Project/Unit Program Information Form)	Units Addressing Obligation (Note with “BR” where Special Needs bedrooms apply)	Units Addressing Rental Obligation	Units Addressing Family Obligation	Units Subject to Age- restricted Cap	Checklist or Form Appendix Location¹
16. Elon/Dorchester Square	Site Specific Zoning	<u>Proposed</u>	<u>14</u>	<u>3</u>	<u>14</u>	_____	<u>5</u>
17. Elon/Dorchester Square	Rental Bonus	<u>Proposed</u>	<u>2</u>	_____	<u>2</u>	_____	<u>6</u>
18. Brandywine	Alternative Living	<u>Completed</u>	<u>2</u>	_____	_____	<u>2</u>	<u>10</u>
19.		_____	_____	_____	_____	_____	_____
20.		_____	_____	_____	_____	_____	_____
21.		_____	_____	_____	_____	_____	_____
22.		_____	_____	_____	_____	_____	_____
23.		_____	_____	_____	_____	_____	_____
24.		_____	_____	_____	_____	_____	_____
25.		_____	_____	_____	_____	_____	_____
26.		_____	_____	_____	_____	_____	_____
27.		_____	_____	_____	_____	_____	_____
28.		_____	_____	_____	_____	_____	_____
29.		_____	_____	_____	_____	_____	_____
30.		_____	_____	_____	_____	_____	_____
Subtotal from any additional pages used		<u>0</u>	Total units (proposed and completed)		<u>18</u>		
Total family units		<u>14</u>	Total rental units		<u>16</u>		
Total age-restricted units		<u>2</u>	Total family rental units		<u>16</u>		
Total Supportive/Special Needs units		<u>0</u>	Total very-low units		<u>TBD</u>		
Total Special Needs bedrooms		<u>0</u>	Total bonuses		<u>2</u>		

Please add additional sheets as necessary.

¹ If all completed units have already been reported to COAH as part of 2007 monitoring or subsequent CTM updates, there is no need to re-submit monitoring forms. If additional units have been completed subsequent to 2007 monitoring, the municipality may submit updated forms. If the plan relies only on completed units previously reported via 2007 monitoring, enter “on file” in this column.

Please answer the following questions necessary for completeness review regarding the municipality's draft and/or adopted implementing ordinances.

AFFORDABLE HOUSING TRUST FUND (N.J.A.C. 5:97-8)

1. Does the municipality have an affordable housing trust fund account? (Note: Pursuant to P.L. 2008 c.46, municipalities that do not submit a fully executed escrow agreement will forfeit the ability to retain development fees.)
- ☐ Yes, Bank Name _____
- (Choose account type) ☐ Separate interest-bearing account
- ☐ State of New Jersey cash management fund
- ☒ No (Skip to the Affordable Housing Ordinance section)
2. Has an escrow agreement been executed? ☐ Yes ☐ No
- (If no, petition is incomplete. Submit an executed escrow agreement.)
3. Is all trust fund monitoring up-to-date as of December 31, 2007? ☐ Yes ☐ No
- (If no, petition is incomplete. Submit an updated trust fund monitoring report.)

DEVELOPMENT FEE ORDINANCES (N.J.A.C. 5:97-8.3)

1. Does the Fair Share Plan include a proposed or adopted development fee ordinance? (Note: Pursuant to P.L. 2008 c.46, municipalities that do not submit a development fee ordinance will forfeit the ability to retain non-residential development fees)
- ☒ Yes,
- ☒ Adopted **OR** ☐ Proposed
- ☐ No **Skip to the next category; Payments-in-Lieu**
2. If adopted, specify date of COAH/Court approval here: TBD
- Have there been any amendments to the ordinance since COAH or the Court approved the ordinance?
- ☐ Yes, Ordinance Number. _____ Adopted on¹ _____
- ☐ No **(Skip to the next category; Payments-in-Lieu)**
- If yes, is the amended ordinance included with your petition?
- ☐ Yes
- ☐ No, **(Petition is incomplete. Submit ordinance with governing body resolution requesting COAH approval of amended ordinance)**

3. Does the ordinance follow the ordinance model **updated September 2008** and available at www.nj.gov/dca/affiliates/coah/resources/planresources.html? If yes, skip to question 5.

☒ Yes ☐ No

4. If the answer to 3. above is no, indicate that the necessary items below are addressed before submitting the Development Fee ordinance to COAH:

Information and Documentation

The ordinance imposes a residential development fee of ____% and a Non-residential fee of 2.5 %

- ☐ A description of the types of developments that will be subject to fees per N.J.A.C. 5:97-8.3(c) and (d);
- ☐ A description of the types of developments that are exempted per N.J.A.C. 5:97-8.3(e)
- ☐ A description of the amount and nature of the fees imposed per N.J.A.C. 5:97-8.3(c) and (d)
- ☐ A description of collection procedures per N.J.A.C. 5:97-8.3(f)
- ☐ A description of development fee appeals per N.J.A.C. 5:97-8.3(g)
- ☐ A provision authorizing COAH to direct trust funds in case of non-compliance per N.J.A.C. 5:97-8.3(h)
- ☐ If part of a court settlement, submit court ordered judgment of compliance, implementation ordinances, information regarding period of time encompassed by the judgment of compliance and a request for review by the court

5. Does the ordinance include an affordability assistance provision per N.J.A.C. 5:97-8.8 (**Note: must be at least 30 percent of all development fees plus interest**)?

☒ Yes (Specify actual or anticipated amount) \$58,342

☐ No **Submit an amended ordinance with provisions for affordability assistance along with a governing body resolution requesting COAH approval of the amended ordinance.)**

- If yes, what kind of assistance is offered?

Closing cost down-payment assistance, security deposit assistance, low interest loans, rental assistance and converting low-income units to very low-income units.

- Has an affordability assistance program manual been submitted? ☐ Yes ☒ No

¹ Any amendment to a previously approved and adopted development fee ordinance must be submitted to COAH along with a resolution requesting COAH's review and approval of the amendment prior to the adoption of said amendment by the municipality.

**PAYMENTS-IN-LIEU OF CONSTRUCTING AFFORDABLE UNITS ON
SITE (N.J.A.C. 5:97-8.4)**

1. Does the Fair Share Plan include an inclusionary zoning ordinance that provides for payments-in-lieu as an option to the on-site construction of affordable housing?
☐ Yes ☒ No (**Skip to the next category; Barrier Free Escrow**)
2. Does the plan identify an alternate site and/or project for the payment-in-lieu funds? (**Optional**)
☐ Yes (**attach applicable checklist**)
☐ No (identify possible mechanisms on which payment in lieu will be expended in narrative section of plan.)
3. Does the ordinance include minimum criteria to be met before the payments-in-lieu becomes an available option for developers? (**Optional**)
☐ Yes (indicate ordinance section) _____
☐ No

BARRIER FREE ESCROW/OTHER FUNDS (N.J.A.C. 5:97-8.5/8.6)

1. Has the municipality collected or does it anticipate collecting fees to adapt affordable unit entrances to be accessible in accordance with the Barrier Free Subcode, N.J.A.C. 5:23-7?
☐ Yes ☒ No
2. Does the municipality anticipate collecting any other funds for affordable housing activities?
☐ Yes (specify funding source and amount) _____
☒ No

SPENDING PLANS (N.J.A.C. 5:97-8.10)

1. Does the petition include a Spending Plan? (**Note: Pursuant to P.L. 2008 c.46, municipalities that do not submit a Spending Plan will forfeit the ability to retain development fees.**)
☒ Yes ☐ No
2. Does the Spending Plan follow the Spending Plan model **updated October 2008** and available at www.nj.gov/dca/affiliates/coah/resources/planresources.html? If yes, skip to next section - Affordable Housing Ordinance.
☒ Yes ☐ No
3. If the answer to 1. above is no, indicate that the necessary items below are addressed before submitting the spending plan to COAH:

Information and Documentation

- ☐ A projection of revenues anticipated from imposing fees on development, based on actual proposed and approved developments and historical development activity;
- ☐ A projection of revenues anticipated from other sources (specify source(s) and amount(s));
- ☐ A description of the administrative mechanism that the municipality will use to collect and distribute revenues;
- ☐ A description of the anticipated use of all affordable housing trust funds pursuant to N.J.A.C. 5:97-8.7;
- ☐ A schedule for the expenditure of all affordable housing trust funds;
- ☐ A schedule for the creation or rehabilitation of housing units;
- ☐ If the municipality envisions being responsible for public sector or non-profit construction of housing, a detailed pro-forma statement of the anticipated costs and revenues associated with the development, consistent with standards required by HMFA or the DCA Division of Housing in its review of funding applications;
- ☐ If the municipality maintains an existing affordable housing trust fund, a plan to spend the remaining balance as of the date of its third round petition within four years of the date of petition;
- ☐ The manner through which the municipality will address any expected or unexpected shortfall if the anticipated revenues from development fees are not sufficient to implement the plan;
- ☐ A description of the anticipated use of excess affordable housing trust funds, in the event more funds than anticipated are collected, or projected funds exceed the amount necessary for satisfying the municipal affordable housing obligation; and
- ☐ If not part of the petition, a resolution of the governing body requesting COAH review and approval of spending plan or an amendment to an approved spending plan.

AFFORDABLE HOUSING ORDINANCE (N.J.A.C. 5:80-26.1 *et seq.*)

1. Does the Fair Share Plan include an Affordable Housing Ordinance?
☒ Yes ☐ No
2. Does the ordinance follow the ordinance model available at www.nj.gov/dca/affiliates/coah/resources/planresources.html? ☒ Yes ☐ No
3. If the answer to 1. or 2. above is no, indicate that the required items below are addressed before submitting to COAH. If the required items are addressed in ordinances other than an Affordable Housing Ordinance, please explain in a narrative section of the Fair Share Plan.

Required Information and Documentation

- ☐ Affordability controls
- ☐ Bedroom distribution
- ☐ Low/moderate-income split and bedroom distribution
- ☐ Accessible townhouse units
- ☐ Sale and rental pricing
- ☐ Municipal Housing Liaison
- ☐ Administrative Agent
- ☐ Reference to the Affirmative marketing plan or ordinance (N.J.A.C. 5:80-26.15)

AFFORDABLE HOUSING ADMINISTRATION (As Applicable)

Items that must be submitted with the petition:

- ☒ Governing body resolution designating a municipal housing liaison (COAH must approve)

Items that must be submitted prior to COAH's grant of Substantive Certification:

- ☐ Operating manual for rehabilitation program
- ☐ Operating manual for affordability assistance
- ☐ Operating manual for an Accessory Apartment program
- ☐ Operating manual for a Market-to-Affordable program
- ☐ COAH approved administrative agent if municipal wide

Items that must be submitted prior to any time prior to marketing completed units:

- ☐ COAH approved administrative agent(s) is project specific
- ☐ Operating manual for sale units
- ☐ Operating manual for rental units
- ☐ Affirmative marketing plan or ordinance (N.J.A.C. 5:80-26.15)

CERTIFICATION

I, MARCIA R. SHIFFMAN, have prepared this petition application for substantive certification on behalf of the Borough of Englishtown. I certify that the information submitted in this petition is complete, true and accurate to the best of my knowledge. I understand that knowingly falsifying the information contained herein may result in the denial and/or revocation of the municipality's substantive certification.

Marcia R. Shiffman

Signature of Preparer (affix seal if applicable)

12.24.08

Date

Planning Consultant

Title

N.J.S.A. 2C:21-3, which applies to the certifications, declares it to be a disorderly person offense to knowingly make a false statement or give false information as part of a public record.

Narrative Section

The Borough of Englishtown was sued by two builders in 1999. They reached a settlement agreement in 2002. Since then the Traditional or Oxford Crossings inclusionary development has been built and occupied. The Elon site is in the process of finding water (in partnership with the Borough), so that the development can be built.

The Borough is in the process of verifying if existing units qualify as very low income units. Englishtown has provided both its RDP and unmet need for the prior round obligation. Additionally, it is providing 18 credits towards the third round obligation of only 11 credits.

Borough of Englishtown: Exhibit Index

- Exhibit 1 – COAH Workbook C
- Exhibit 2 – Monmouth County Rehabilitation Form
- Exhibit 3 – Rehabilitation Project/Program Information Form
- Exhibit 4 – Oxford Crossing Inclusionary Development Project/Program Information Form
- Exhibit 5 – Dorchester Square Inclusionary Development Form
- Exhibit 6 – Dorchester Square Project/Program Information Form
- Exhibit 7 – Opportunity Knocks Project/Program Information Form
- Exhibit 8 – Opportunity Knocks Alternative Living Survey
- Exhibit 9 – Brandywine Project/Program Information Form
- Exhibit 10 – Brandywine Assisted Living Survey

Summary of Adjusted Growth Share Projection Based On Land Capacity

(Introduction to Workbook C)

Municipality Name: **Englishtown Borough**

This workbook contains two separate worksheets to be used for determining the projected Municipal Growth Share Obligation. Worksheet A must be completed by all municipalities. The Worksheet is a tool that allows the user to enter COAH-generated Growth Projections included in Appendix F(2) of the revised Third Round Rules to determine the projected Growth Share Obligation after applying exclusions permitted by N.J.A.C. 5:97-2.4. Municipalities that accept the COAH-generated Growth projections need only use Worksheet A.

[Click Here to complete Worksheet A](#)

Municipalities seeking to request a downward adjustment to the COAH-generated growth projections may do so by providing a detailed analysis of municipal land capacity. After completing this analysis, the growth projections may be lowered if the resulting growth share obligation results in a figure that is at least 10 percent lower than the projected Growth Share Obligation that would result from the COAH-generated growth projections. Actual growth must first be determined using the Actual Growth worksheet. A growth projection adjustment may only apply to any remaining growth.

[Click Here to Enter Actual Growth to Date](#)

[Click Here to Complete the Residential Parcel Inventory and Capacity Analysis](#)

[Click Here to Complete the Non-residential Parcel Inventory and Capacity Analysis](#)

Summary Of Worksheet Comparison

	COAH Projected Growth Share (From Worksheet A)	Growth Share Based on Municipal Capacity (From Worksheet C)
Residential Growth	90	189
Residential Exclusions	169	169
Net Residential Growth	-79	20
Residential Growth Share	0.00	4.01
Non-Residential Growth	400	111
Non-Residential Exclusions	0	0
Net Non- Residential Growth	400	111
Non-Residential Growth Share	25.00	6.96
Total Growth Share	25	11

The Municipal land capacity analysis results in a reduction to the COAH-generated growth projection. Please file Workbook C and use a Residential Growth Share of 4.01 plus a Non-residential Growth Share of 6.96 for a total Growth Share Obligation of 11 affordable units

Growth Projection Adjustment - Actual Growth

Municipality Name: **Englishtown Borough**

Actual Growth 01/01/04 to Present				
Residential COs Issued	40			
		Square Feet Added (COs Issued)	Square Feet Lost Demolition Permits Issued)	Jobs/1,000 SF Total Jobs
Non-residential CO's by Use Group				
B		3600		2.8 10.08
M		17900		1.7 30.43
F		17500		1.2 21.00
S		1772		1.0 1.77
H				1.6 0.00
A1				1.6 0.00
A2				3.2 0.00
A3				1.6 0.00
E				0.0 0.00
I				2.6 0.00
R1				1.7 0.00
Total		40772	0	63

[Return to Growth Projection Adjustment Summary Screen](#)

[Proceed to Inventory of Vacant Residential Land](#)

[Proceed to Inventory of Non-residential Land](#)

Englishtown Borough Growth Projection Adjustment - Residential Parcel Inventory

Block	Lot	Address	Owner	Planning Area	Urban Center (Y/N)	Sewer Service Area (Y/N)	HUC 11 NO3 Density*	Total Acreage	Constrained Acreage	Constraint Description	Buildable Acreage	Density (Units/Ac)	Capacity (Units)
		36 Harrison Ave.	Approved Development	2	N	Y					0.00	6.00	4.00
		Jewel Ridge	Approved Development	2	N	Y					0.00	6.00	6.00
26	7 & 1	Lasatta Ave	Elon Associates - Approved	2	N	Y					0.00	6.00	134.00
4	40	W Dey St	Giacobbe, Raffio	2	N	Y		5	4.72	wetland	0.28	6.00	1.68
2	23.03, 248	Lasatta Ave	Reagor, George	2	N	Y		0.56	0		0.56	6.00	3.36

											Subtotal This Page	149.04
											Subtotal Page 2	0.00
											Subtotal Page 3	0.00
											Subtotal Page 4	0.00
											Grand Total	149.04

* Note: Hyperlink to GIS files requires GIS software. Files must be downloaded first and then opened in a GIS Viewer.

[Click Here to Return to Workbook C Summary](#)

[Add More sheets](#)

[Click Here to Proceed to Non-residential Parcel Inventory and Capacity Analysis](#)

Englishtown Borough Growth Projection Adjustment - Non-Residential Parcel Inventory

[illegible]

[Click Here to Return to Workbook C Summary](#)
[Add More Sheets](#)

[Click Here to Proceed to Residential Parcel Inventory and Capacity Analysis](#)

* Note: Hyperlink to GIS files requires GIS software. Files must be downloaded first and then opened in a GIS Viewer.

Subtotal This Page	48.00
Subtotal Page 2	0.00
Subtotal Page 3	0.00
Subtotal Page 4	0.00
Grand Total	48

Worksheet A: Growth Share Determination Using Published Data
 (Appendix F(2), *Allocating Growth To Municipalities*)

COAH Growth Projections

Must be used in all submissions

Municipality Name: Englishtown Borough

Enter the COAH generated growth projections form Appendix F(2) found at the back of N.J.A.C. 5:97-1 et seq. on Line 1 of this worksheet. Use the Tab at the bottom of this page or the links within the page to toggle to the exclusions portion of this worksheet. After entering all relevant exclusions, toggle back to this page to view the growth share obligation that has been calculated based on COAH's growth projections.

	Residential	Non-Residential
1 Enter Growth Projections From Appendix F(2)*	90	400
2 Subtract the following Residential Exclusions pursuant to 5:97-2.4(a) from "Exclusions" tab	Click Here to enter Prior Round Exclusions	
COs for prior round affordable units built or projected to be built post 1/1/04		
Inclusionary Development	28	
Supportive/Special Needs Housing	0	
Accessory Apartments	0	
Municipally Sponsored or 100% Affordable	0	
Assisted Living	0	
Other	0	
Market Units in Prior Round Inclusionary development built post 1/1/04	141	
3 Subtract the following Non-Residential Exclusions (5:97-2.4(b))		
Affordable units	0	
Associated Jobs		0
4 Net Growth Projection	-79	400
5 Projected Growth Share (Conversion to Affordable Units Divide HH by 5 and Jobs by 16)	0.00 Affordable Units	25.00 Affordable Units
6 Total Projected Growth Share Obligation		25 Affordable Units

[Click Here to return to Workbook C Summary](#)

* For Residential Growth, See Appendix F(2), Figure A.1, Housing Units by Municipality. For Non-residential Growth, See Appendix F(2), Figure A.2, Employment by Municipality

Affordable and Market-Rate Units Excluded from Growth

Municipality Name: Englishtown Borough

Prior Round Affordable Units NOT included in Inclusionary Developments Built Post 1/1/04

Development Type	Number of COs Issued and/or Projected
Supportive/Special Needs Housing	
Accessory Apartments	
Municipally Sponsored and 100% Affordable	
Assisted Living	
Other	
Total	0

Market and Affordable Units in Prior Round Inclusionary Development Built post 1/1/04

N.J.A.C. 5:97-2.4(a)

(Enter Y for yes in Rental column if rental units resulted from N.J.A.C. 5:93-5.15(c)5 incentives)

Development Name	Rentals? (Y/N)	Total Units	Market Units	Affordable Units	Market Units Excluded
Traditional	N	35	28	7	28
Elon	Y	134	113	21	113
		0			0
		0			0
		0			0
Total		169	141	28	141

Jobs and Affordable Units Built as a result of post 1/1/04 Non-Residential Development

N.J.A.C. 5:97-2.4(b)

Development Name	Affordable Units Provided	Permitted Jobs Exclusion
		0
		0
		0
		0
Total	0	0

[When finished, click here to return to Worksheet A](#)

REHABILITATION PROGRAM (N.J.A.C. 5:97-6.2)

General Description

Municipality/County: Borough of Englishtown, Monmouth County

Program Name: Monmouth County Rehabilitation Program

Number of proposed units to be rehabilitated: 26

Information and Documentation Required with Petition

- ☒ Determination of Rehabilitation Share
- ☒ Accept number in N.J.A.C. 5:97 – Appendix B; **OR**
- ☐ Exterior Housing Survey conducted by the municipality
- ☒ Information regarding the rehabilitation program on forms provided by the Council. (If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)
- ☒ Documentation demonstrating the source(s) of funding
- ☐ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall
- ☒ Schedule illustrating how the rehabilitation share will be addressed within the period of substantive certification

Information and Documentation Required Prior to Substantive Certification

- ☐ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☐ Draft or adopted rehabilitation operating manual that includes a description of the program procedures and administration including a copy of sample deed restriction and/or lien.
- ☐ Affirmative Marketing Plan for the re-rental of rehabilitated rental units, in accordance with UHAC

Rehabilitation Narrative Section

Monmouth County's Community Development Block Grant (CDBG) Program is administered and monitored by the Community Development Division which works with participating communities and various non-profit agencies on a variety of activities that benefit low and moderate income households. Monmouth County receives almost \$4,000,000 annually, which is used for the Housing Improvement Program, Fair Housing Board and Office, and Emergency Home Repair Program. The housing rehabilitation loans are made through the Housing Improvement Program and provide housing improvement assistance to low and moderate income homeowners for structural, roofing, heating, plumbing and electrical improvements. A deed restriction or lien is then placed on the property. Englishtown intends to encourage residents by advertising to utilize the program that is available through the County. It is estimated that all 26 units will be completed by the end of 2018.

PROJECT / PROGRAM INFORMATION FORM

Changes to the **highlighted** areas are to be made directly into the CTM system. Fields **highlighted in grey** will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: Borough of Englishtown County: Monmouth

Project or Program Name: Monmouth County Rehabilitation Program

Project Status (circle current status and enter date of action for that status) Status Date

Proposed/Zoned

2008

Preliminary Approval

Final Approval

Affordable Units under Construction

Completed (all affordable certificates of occupancy (C.O.) issued)

Deleted from Plan

(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: Various

Project Block/Lot/Qualifier (list all) Various

Project Acreage: Various Density: Various Set Aside: Various

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name: Monmouth County

Project Developer name: Monmouth County

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no Round waiver was granted R1 R2 R3

Type of Waiver _____

Number of market units proposed 0 Number of market units completed 0

Number of market units with certificates of occupancy issued after 1/1/2004 0

Number of affordable units under construction 0

Condo Fee percentage (if applicable) N/A

Affordability Average Percentage ¹ N/A

¹ “Affordability Average” means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site N/A

Number of affordable units created with payment N/A

Municipal or RCA funds committed to project 0

Municipal or RCA funds expended 0

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202
HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family
UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees
Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding
Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP
DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit
HMFA HMFA HOME MONI Section 8 Small Cities Other _____

Effective date of affordability controls TBD

Length of Affordability Controls (in years) 10 or Perpetual

Administrative Agent _____

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted _____ Sales _____ Rentals _____ Total age-restricted _____ Sales _____ Rentals _____

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
35% = greater than 30 percent and less than or equal to 35 percent of median income
50% = greater than 35 percent and less than or equal to 50 percent of median income
80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project 0

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls 0

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality	_____	County	_____
RCA Receiving Municipality	_____	County	_____
COAH approval date	_____		
Number of units transferred	_____	Cost per unit	_____
Total transfer amount	N/A	Amount transferred to date	N/A

For Partnership Program

Sending Municipality	_____	County	_____
Partnership Receiving Municipality	_____	County	_____
Name of Project	_____		
Credits for Sending Municipality	_____		
Total transfer amount	_____	Amount transferred to date	N/A

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

PROJECT / PROGRAM INFORMATION FORM

Changes to the **highlighted** areas are to be made directly into the CTM system. Fields **highlighted in grey** will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: Borough of Englishtown County: Monmouth

Project or Program Name: Traditional/Oxford Crossings

Project Status (circle current status and enter date of action for that status) Status Date

Proposed/Zoned

Preliminary Approval

Final Approval

Affordable Units under Construction

Completed (all affordable certificates of occupancy (C.O.) issued)

2005 & 2006

Deleted from Plan
(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: Oxford Court

Project Block/Lot/Qualifier (list all) B 6, L 14.04 – 14.80 (formally 14)

Project Acreage: 10.5 **Density:** 3.8 **Set Aside:** 17.5%

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name: Traditional Developers

Project Developer name: Traditional Developers

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no **Round waiver was granted** R1 R2 R3

Type of Waiver _____

Number of market units proposed 33 **Number of market units completed** 33

Number of market units with certificates of occupancy issued after 1/1/2004 33

Number of affordable units under construction 0

Condo Fee percentage (if applicable) unknown

Affordability Average Percentage¹ unknown

¹ “Affordability Average” means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site N/A

Number of affordable units created with payment N/A

Municipal or RCA funds committed to project 0

Municipal or RCA funds expended 0

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202
HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family
UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees
Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding
Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP
DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit
HMFA HMFA HOME MONI Section 8 Small Cities Other Private

Effective date of affordability controls 2005 and 2006

Length of Affordability Controls (in years) 30 or Perpetual

Administrative Agent HAS

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted 7 Sales 7 Rentals _____ Total age-restricted _____ Sales _____ Rentals _____

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
 35% = greater than 30 percent and less than or equal to 35 percent of median income
 50% = greater than 35 percent and less than or equal to 50 percent of median income
 80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project 7

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls 0

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For **Approved** Regional Contribution Agreements (RCA)

Sending Municipality	_____	County	_____
RCA Receiving Municipality	_____	County	_____
COAH approval date	_____		
Number of units transferred	_____	Cost per unit	_____
Total transfer amount	N/A	Amount transferred to date	N/A

For Partnership Program

Sending Municipality	_____	County	_____
Partnership Receiving Municipality	_____	County	_____
Name of Project	_____		
Credits for Sending Municipality	_____		
Total transfer amount	_____	Amount transferred to date	N/A

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

ZONING FOR INCLUSIONARY DEVELOPMENT (N.J.A.C. 5:97-6.4)

(Submit separate checklist for each site or zone)

General Description

Municipality/County: Borough of Englishtown, Monmouth County

Project Name/Zoning Designation: Elon/Dorchester Square

Block(s) and Lot(s): B 26, L 1, 7

Total acreage: 17.09

Proposed density (units/gross acre): 9

Affordable Units Proposed: 21

Family: 21

Sale: _____

Rental: 21

Very low-income units: _____

Sale: _____

Rental: _____

Age-Restricted: _____

Sale: _____

Rental: _____

Market-Rate Units Anticipated: 113

Non-Residential Development Anticipated (in square feet), if applicable: _____

Will the proposed development be financed in whole or in part with State funds, be constructed on State-owned property or be located in an Urban Transit Hub or Transit Village? ☐ Yes ☒ No

Bonuses for affordable units, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: 3

Rental bonuses as per N.J.A.C. 5:97-3.6(a): 2

Very low income bonuses as per N.J.A.C. 5:97-3.7¹: _____

Smart growth bonuses as per N.J.A.C. 5:97-3.18: _____

Redevelopment bonuses as per N.J.A.C. 5:97-3.19: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: _____

Date inclusionary zoning adopted: _____ Date development approvals granted: _____

Information and Documentation Required with Petition

- ☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, check here ☐ in lieu of submitting forms.)
- ☒ Draft or adopted zoning or land use ordinance, which includes the affordable housing requirement and minimum presumptive density for the site/zone.
- ☒ Copies of all decisions made on applications for affordable housing development subsequent to adoption of the current zoning

If payments in lieu of on-site construction of the affordable units is an option, submit:

- ☐ Proposed or adopted ordinance establishing the amount of the payments
- ☐ Spending plan

A general description of the site or zone, including:

- ☒ Name and address of owner
- ☒ Name and address of developer(s)
- ☒ Subject property street location
- ☐ Indicate if urban center or workforce housing census tract
- ☒ Previous zoning designation and date previous zoning was adopted
- ☒ Current zoning and date current zoning was adopted
- ☒ Description of any changes to bulk standards intended to accommodate the proposed densities
- ☒ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☒ Description of surrounding land uses
- ☒ Demonstration that the site has street access
- ☒ Planning Area and/or Special Resource Area designation(s) i.e., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☒ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☒ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☒ Wetlands and buffers
- ☒ Steep slopes
- ☒ Flood plain areas

- ☒ Stream classification and buffers
- ☒ Critical environmental site
- ☒ Historic or architecturally important site/district
- ☒ Contaminated site(s); proposed or designated brownfield site
- ☒ Based on the above, a quantification of buildable and non-buildable acreage

Agreements with developers or approvals for development of specific property, which shall include:

- ☐ Number, tenure and type of units
- ☐ Compliance with N.J.A.C. 5:97-9 and UHAC
- ☐ Progress points at which the developer shall coordinate with the Municipal Housing Liaison

Information and Documentation Required Prior to Marketing the Completed Units

- ☐ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☐ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual
- ☐ An affirmative marketing plan in accordance with UHAC

Zoning Narrative Section

The owner is Elon Associates, LLC, located at 811 Amboy Ave, Edison, New Jersey. The developer is yet to be determined. The property is located along LaSatta Avenue and has over 600' of frontage. the site was previously zoned R-LD, adopted on 1982. The site is currently zoned R-HD/AH, adopted shortly after the settlement in 2002. The bulk standards were changed from 20,000 square foot lots to 9 units per acre. Townhouses and apartments were also permitted.

The surrounding land uses include residential uses to the north and west, residential and open space to the south and vacant and commercial lands to the east. The site is located in PA(2) and is consistent with the SDRP's goals of housing diversity (especially in a municipality that has mainly single-family detached homes), provding housing near transit (bus stop within a five minute walk) and infill development. The site has adequate sewer and is currently working with the Borough to find adequate water to serve the proposed development.

Approximately 7.1 acres of the site are wetlands. There are no steep slopes. There is a stream that runs through the southeast corner of the two properties, which is within the wetlands area. There are no historic, architecturally important or known contaminated sites. Based on the above, there are 9.99 acres of developable land.

The Settlement Agreement determined that Elon would provide a maximum total of 134 units, of which 21 would be affordable. The units would all be family rentals and either apartments or townhouses.

¹ Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

PROJECT / PROGRAM INFORMATION FORM

Changes to the **highlighted** areas are to be made directly into the CTM system. Fields **highlighted in grey** will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: Borough of Englishtown County: Monmouth

Project or Program Name: Elon/Dorchester Square

Project Status (circle current status and enter date of action for that status) **Status Date**

Proposed/Zoned

2002

Preliminary Approval

Final Approval

Affordable Units under Construction

Completed (all affordable certificates of occupancy (C.O.) issued)

Deleted from Plan

(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: LaSatta Avenue

Project Block/Lot/Qualifier (list all) B 26, L 1, 7

Project Acreage: 17.09 **Density:** 9 DU/AC **Set Aside:** 15.6%

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name: Elon Associates, LLC

Project Developer name: TBD

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no **Round waiver was granted** R1 R2 R3

Type of Waiver _____

Number of market units proposed 113 **Number of market units completed** 0

Number of market units with certificates of occupancy issued after 1/1/2004 113

Number of affordable units under construction 0

Condo Fee percentage (if applicable) N/A

Affordability Average Percentage¹ TBD

¹ “Affordability Average” means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site N/A

Number of affordable units created with payment N/A

Municipal or RCA funds committed to project N/A

Municipal or RCA funds expended N/A

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202
HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family
UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees
Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding
Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP
DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit
HMFA HMFA HOME MONI Section 8 Small Cities Other Private

Effective date of affordability controls TBD

Length of Affordability Controls (in years) 30 or Perpetual

Administrative Agent _____

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted 21 Sales _____ Rentals 21 Total age-restricted _____ Sales _____ Rentals _____

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
 35% = greater than 30 percent and less than or equal to 35 percent of median income
 50% = greater than 35 percent and less than or equal to 50 percent of median income
 80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project 0

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls 0

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For **Approved** Regional Contribution Agreements (RCA)

Sending Municipality	_____	County	_____
RCA Receiving Municipality	_____	County	_____
COAH approval date	_____		
Number of units transferred	_____	Cost per unit	_____
Total transfer amount	N/A	Amount transferred to date	N/A

For Partnership Program

Sending Municipality	_____	County	_____
Partnership Receiving Municipality	_____	County	_____
Name of Project	_____		
Credits for Sending Municipality	_____		
Total transfer amount	_____	Amount transferred to date	N/A

Summary of Sending Municipality’s contractual agreement with Partnership Receiving Municipality

PROJECT / PROGRAM INFORMATION FORM

Changes to the **highlighted** areas are to be made directly into the CTM system. Fields **highlighted in grey** will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: Borough of Englishtown County: Monmouth

Project or Program Name: Opportunity Knocks, Inc.

Project Status (circle current status and enter date of action for that status) Status Date

Proposed/Zoned

Preliminary Approval

Final Approval

Affordable Units under Construction

Completed (all affordable certificates of occupancy (C.O.) issued)

2003

Deleted from Plan
(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: 12 Dey Street

Project Block/Lot/Qualifier (list all) B 9, L 8

Project Acreage: 0.41 Density: N/A Set Aside: 100%

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name: Opportunity Knocks, Inc.

Project Developer name: Opportunity Knocks, Inc.

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no Round waiver was granted R1 R2 R3

Type of Waiver _____

Number of market units proposed 0 Number of market units completed 0

Number of market units with certificates of occupancy issued after 1/1/2004 0

Number of affordable units under construction 0

Condo Fee percentage (if applicable) N/A

Affordability Average Percentage¹ N/A

¹ “Affordability Average” means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site N/A

Number of affordable units created with payment N/A

Municipal or RCA funds committed to project 0

Municipal or RCA funds expended 0

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202
HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family
UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees
Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding
Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP
DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit
HMFA HMFA HOME MONI Section 8 Small Cities Other Capital funding from the state

Effective date of affordability controls 2003

Length of Affordability Controls (in years) or Perpetual

Administrative Agent

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted 6 Sales Rentals 6 Total age-restricted _____ Sales _____ Rentals _____

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
 35% = greater than 30 percent and less than or equal to 35 percent of median income
 50% = greater than 35 percent and less than or equal to 50 percent of median income
 80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project 6

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls 0

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality	_____	County	_____
RCA Receiving Municipality	_____	County	_____
COAH approval date	_____		
Number of units transferred	_____	Cost per unit	_____
Total transfer amount	N/A	Amount transferred to date	N/A

For Partnership Program

Sending Municipality	_____	County	_____
Partnership Receiving Municipality	_____	County	_____
Name of Project	_____		
Credits for Sending Municipality	_____		
Total transfer amount	_____	Amount transferred to date	N/A

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

**Council on Affordable Housing (COAH)
Alternative Living Arrangement Survey**

Municipality: English town County: Monmouth
 Sponsor: Opportunity Knocks Inc. Developer: _____
 Block: 9 Lot: 8 Street Address: 12 Dey Street
 Facility Name: Dey Group Home

Type of Facility:

- ☒ Group Home for developmentally disabled as licensed and/or regulated by the NJ Dept. of Human Services (Division of Developmental Disabilities (DDD))
- ☐ Group Home for mentally ill as licensed and/or regulated by the NJ Dept. of Human Services (Division of Mental Health Services) (DMHS))
- ☐ Transitional facility for the homeless
- ☐ Residential health care facility (licensed by NJ Dept. of Community Affairs or NJ Dept. of Human Services)
- ☐ Congregate living arrangement
- ☐ Other - Please Specify: _____

Sources of funding committed to the project (check all that apply):

- ☒ Capital funding from State - Amount \$ 350,000
- ☐ Balanced Housing - Amount \$ _____
- ☐ HUD - Amount \$ _____
- ☐ Federal Home Loan Bank - Amount \$ _____
- ☐ Farmers Home Administration - Amount \$ _____
- ☐ Development fees - Amount \$ _____
- ☐ Bank financing - Amount \$ _____
- ☐ Other - Please specify: _____

☐ Please provide a pro forma for proposed projects

of total bedrooms 6
 # of low-income residents 7
 # of moderate-income residents 0
 # of market residents 0

Residents qualify as low or moderate income?

☒ Yes ☐ No

Length of Controls: _____ years

Effective Date of Controls: ____/____/____

Expiration Date of Controls: ____/____/____

Average Length of Stay: _____ months (transitional facilities only)

☒ CO Date: 7/15/03

Indicate licensing agency:

☒ DDD ☐ DMHS ☐ DHSS ☐ DCAInitial License Date: 8/1/03Current License Date: 7/25/07

The following verification is attached:

- ☐ Copy of deed restriction (30-year minimum, HUD, FHA, FHLB, BHP deed restriction, etc.)
- ☐ Copy of Capital Application Funding Unit (CAFU) Letter (20-year minimum, no deed restriction required)
- ☐ Award letter/financing commitment (proposed new construction projects only)

Residents 18 yrs or older? ☒ Yes ☐ NoAge-restricted? ☒ Yes ☒ No

Population Served (describe): Individuals
with moderate to severe develop-
mental disabilities

Accessible (in accordance with NJ Barrier Free
 Subcode)? ☐ Yes ☒ No

Affirmative Marketing Strategy (check all that apply):

☒ DDD/DMHS/DHSS/DCA waiting list

☐ Other (please specify): _____

CERTIFICATIONS

I certify that the information provided is true and correct to the best of my knowledge and belief.

Certified by:

Jean Benedetti
Project Administrator

5/7/08
Date

Certified by:

Linda Hecht
Municipal Housing Liaison

12/16/08
Date

PROJECT / PROGRAM INFORMATION FORM

Changes to the **highlighted** areas are to be made directly into the CTM system. Fields **highlighted in grey** will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: Borough of Englishtown County: Monmouth

Project or Program Name: Brandywine Assisted Living at Governor's Crossing

Project Status (circle current status and enter date of action for that status) Status Date

Proposed/Zoned

Preliminary Approval

Final Approval

Affordable Units under Construction

Completed (all affordable certificates of occupancy (C.O.) issued)

2006

Deleted from Plan

(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: 49 LaSatta Avenue

Project Block/Lot/Qualifier (list all) B 1, L 1

Project Acreage: 3.71 **Density:** N/A **Set Aside:** 100%

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name: Brandywine Senior Living

Project Developer name: Brandywine Senior Living

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no **Round waiver was granted** R1 R2 R3

Type of Waiver _____

Number of market units proposed 0 **Number of market units completed** 58

Number of market units with certificates of occupancy issued after 1/1/2004 0

Number of affordable units under construction 0

Condo Fee percentage (if applicable) N/A

Affordability Average Percentage¹ N/A

¹ “Affordability Average” means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site N/A

Number of affordable units created with payment N/A

Municipal or RCA funds committed to project 0

Municipal or RCA funds expended 0

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202
HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family
UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees
Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding
Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP
DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit
HMFA HMFA HOME MONI Section 8 Small Cities Other PRIVATE

Effective date of affordability controls 2006 licensure

Length of Affordability Controls (in years) TBD or Perpetual

Administrative Agent

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted Sales Rentals Total age-restricted 11 Sales _____ Rentals 11 based upon license.

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	11
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
35% = greater than 30 percent and less than or equal to 35 percent of median income
50% = greater than 35 percent and less than or equal to 50 percent of median income
80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	11	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project 11

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls 0

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality _____ County _____

RCA Receiving Municipality _____ County _____

COAH approval date _____

Number of units transferred _____ Cost per unit _____

Total transfer amount N/A Amount transferred to date N/A

For Partnership Program

Sending Municipality _____ County _____

Partnership Receiving Municipality _____ County _____

Name of Project _____

Credits for Sending Municipality _____

Total transfer amount _____ Amount transferred to date N/A

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

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Council on Affordable Housing (COAH) Assisted Living Residence Survey

Municipality: Englishtown County: Monmouth
 Sponsor: _____ Developer/ Owner: Brandywine Senior Living
 Block: _____ Lot: _____ Street Address: 49 LaSalle Ave
 Facility Name: Brandywine AL at Governor's Crossing

Type of Facility:

☒ **Assisted Living Residences**

of apartments in the facility: 69
 # of affordable apartments in the facility: 24

Affordable Studios: 24

Affordable 1 BR Units: _____

2 Affordable BR Units: _____

Will two-bedroom units be occupied by unrelated individuals? Yes No

☐ **Comprehensive Personal Care Home¹**

Complete for separate apartments:

of apartments in the facility: _____

of affordable apartments in the facility: _____

Affordable Studios: _____

Affordable 1 BR Units: _____

Affordable 2 BR Units: _____

Will two-bedroom units be occupied by unrelated individuals? Yes No

Complete for separate bedrooms:

of bedrooms in the facility: _____

of affordable bedrooms in the facility: _____

of beds in the affordable rooms: _____

Affordability Controls on Facility? ☒ Yes No

Length of Controls: 18 years

Effective Date of Controls: 1/1/08

Expiration Date of Controls: 1/1/09

The following verification is attached:

☐ Memorandum of Understanding between municipality and HMFA

Date Executed: 1/1/08

☐ Copy of Recorded Deed Restriction on Facility

☐ CO Date: 12/1/06

Licensed by State Department of Health and Senior Services (DHSS): ☒ Yes No

☒ Initial License Date: 12/1/06

☒ Current License Date: 1/1/08

☒ Date units to become affordable: 12/1/06

State of New Jersey Capital funding? Yes No

Facility Medicaid approved? ☒ Yes No

Is the facility accessible (in accordance with NJ Barrier Free Subcode)? ☒ Yes No

Select One:

☒ 50% of affordable units/beds designated for low-income households OR

☐ All units designated for households at 60% of median income

Are upfront fees charged to residents of affordable units? Yes ☒ No

If yes, provide \$ _____ Amount Charged and

Identify what charge is for _____

of individuals receiving Medicaid Waivers: 38

Affirmative Marketing Strategy (check all that apply):

☒ Affirmative Marketing Strategy: DHSS Medicaid Waiver List

☒ Other (please specify): Office of Aging (local)

CERTIFICATIONS

I certify that the information provided is true and correct to the best of my knowledge and belief.

Certified by: Ulla Meloyan, Executive Dir. Date: 6/8/08
 Owner

Certified by: Celia Lecht Date: 12/16/08
 Municipal Housing Liaison

¹ Comprehensive Personal Care Homes are Class "C" Boarding Homes and Residential Health Care Facilities that were built before December 20, 1993 when the Assisted Living Regulations were adopted and chose to convert to licensing under assisted living regulations (Subchapter 17 of Chapter N.J.A.C. 8:36, the Assisted Living Standards for Licensure).